

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
WASHINGTON, D.C. 20240

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Information Bulletin No. 2004-045

To: All WO and Field Officials

From: Group Manager, Environmental Education & Volunteers

Subject: Nominations for BLM's 2004 "Making a Difference" National Volunteer Awards  
DD: 03/05/2004

We cordially invite your nominations of outstanding volunteers, the Bureau of Land Management (BLM) Volunteer Coordinators, and/or BLM volunteer supervisors/organizers for consideration for BLM's 2004 "Making a Difference" National Volunteer Awards, which will recognize 2003 program accomplishments. Nomination packages should be submitted to Mary Tisdale, Manager of the BLM Environmental Education and Volunteers Group, through your State or Center Volunteer Coordinator (please see list in Attachment 1), by March 5, 2004. (If your State or Center Volunteer Coordinator is one of your nominees, you may submit his/her nomination separately and directly.) Please note that BLM nominees and private volunteers will be evaluated in two separate groups.

Begun in 1995, the BLM National Volunteer Awards Program acknowledges volunteers and BLM employees involved with the Volunteer Program who have made significant contributions to Bureau of Land Management programs, initiatives, and/or events. Several factors influence the selection of award recipients, including the caliber and extent of their service and the program needs they have filled. Attachment 2 provides eligibility criteria, outlines the nomination process, provides guidelines for preparation of nomination packages, and briefly describes the selection process.

"Making a Difference" Award winners will be selected in mid-March, and State and Center Volunteer Coordinators will be notified of the selections shortly afterwards. Award-winning volunteers and BLM employees will be honored at a special ceremony in May. Details will be forthcoming soon.

For information on BLM's 2003 "Making a Difference" winners, please visit the BLM Volunteer website at [http://www.blm.gov/volunteer/news/vol\\_awards\\_2003/vol\\_news03b.html](http://www.blm.gov/volunteer/news/vol_awards_2003/vol_news03b.html)

If you have questions about BLM's "Making a Difference" Volunteer Awards Program or the nomination process, please feel free to contact me at (202) 452-0365 or by e-mail at [Mary\\_Tisdale@blm.gov](mailto:Mary_Tisdale@blm.gov). We look forward to learning about your outstanding volunteers.

Signed by:  
Shelley Fischman  
Acting Group Manager  
Environmental Education and Volunteers

Authenticated by:  
Barbara J. Brown  
Policy & Records Group, WO-560

2 Attachments

- 1 - Table of BLM State and Center Volunteer Coordinators (3 pp)
- 2 - BLM "Making a Difference" National Volunteer Awards Criteria (2 pp)

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# 2004 BLM “Making a Difference” National Volunteer Awards Criteria and Nomination Process

## **CRITERIA**

Nominees should have demonstrated excellence in one or more of the following areas:

- Service to public lands and the American people
- Support of BLM’s mission
- Raising the awareness of the public about conserving and protecting the public lands
- Building of partnerships or stewardship opportunities
- Support of the volunteer program

## **ELIGIBLE NOMINEES (TWO SEPARATE CATEGORIES)**

- Individual BLM volunteers, hosted workers, and groups
- BLM employees: Volunteer Coordinators, volunteer supervisors/organizers

## **NOMINATION PROCESS**

Nominations should be submitted, via your State or Center Volunteer Coordinator, to Mary Tisdale, Manager of the BLM Environmental Education and Volunteers Group, by March 5, 2004. If a nominee is the State or Center Volunteer Coordinator, that nomination may be submitted separately and directly. All nominations must be approved by management at some level. The cover memo accompanying the nomination packet should reflect this management approval.

## **CONTENTS OF NOMINATION PACKAGE**

Nominations should not be longer than one page each. Each nomination package should include the following:

- Nominee’s name
- Nominee’s address
- Nominee’s phone number, fax number, e-mail address
- Name, office address, phone number, and e-mail address of volunteer’s BLM contact or employee-supervisor, or BLM employee’s supervisor
- Length of nominee’s service in the volunteer program (if relevant)
- Narrative about the nominee’s “Making a Difference” contribution in 2003:
  - work or project description
  - significance to BLM’s mission, and/or dollar value of contribution
  - two- or three-sentence summary describing how the volunteer “made a difference”

## **SELECTION PROCESS**

A selection committee consisting of one or more BLM Washington Office employees, one BLM field employee (or an employee with field experience), and one or more representatives from external organizations will convene to evaluate award nominees. Judges will not be required to select a specific number of winners; rather, they will be encouraged to select those nominees who they deem have made the most significant difference in helping BLM manage the public lands. Please note that BLM nominees and private volunteers will be evaluated in separate groups.

## **AWARDS CEREMONY**

“Making a Difference” Award presentations will be made at a special ceremony in May. Details on the ceremony will be available in the near future.